

TOWN OF GOSHEN
BOARD OF SELECTMEN
MINUTES – Regular Meeting
Town Hall Conference Room
November 17, 2015

PRESENT: Robert P. Valentine, Dexter S. Kinsella, Steven M. Romano

OTHERS: Pat Reilly

Robert P. Valentine called the meeting to order at 5:05 p.m.

IN A MOTION made by Dexter S. Kinsella, seconded by Steven M. Romano, it was VOTED to approve the minutes of the November 10, 2015 meeting as submitted. Voted unanimous.

MATTERS ARISING OUT OF THE MINUTES: NONE

IN A MOTION made by Robert P. Valentine, seconded by Steven M. Romano, it was VOTED to approve the warrant and payroll of November 19, 2015 in the amount of \$42,075.68. It was noted included in the payroll and warrant were the payroll in the amount of \$10,979.50 and the warrant in the amount of \$31,096.18. Voted unanimous. Items contained in this warrant showed expenses for winter road salt.

PUBLIC COMMENT: Mr. Pat Reilly, Chairman of the Library Board announced that Kathryn Nygren chose not to be re-appointed to the Library Board. Mrs. Nygren has served on the Board for many years going above and beyond in her dedication and service to the Board. Appreciation will be extended to Mrs. Nygren from the Board of Selectmen noting her willingness and loyalty to serve in many capacities wherever needed.

FIRST SELECTMAN'S REPORT:

Bob Valentine reported that the sand and salt barns at Public Works are full to capacity, ready for upcoming storms.

An investigation was done where it was found that the septic system of the Benoit residence on Flora Road is located on town-owned property. Bob Valentine will contact the Goshen town attorney, Chip Roraback seeking options available to the town to address this problem. Also, Mr. Demas has removed his shed that was also located on town property. The property that Mr. Benoit also owns on Cottage Grove Road was found to be in violation of lack of appropriate permits for driveway construction. Mr. Benoit was given information regarding driveway ordinances.

Bob Valentine, after careful examination, found that working hours for the staff in the Fiscal Office can be maximized for the employees if ½ days are mandated for personal and vacation days used. This would eliminate employees taking these days in increments of hours and minutes, i.e., 1 hour or 2.5 hours, etc. Bob emphasized that no abuse has taken place – this measure was to only streamline record keeping. After thoughtful discussion by the Selectmen, a consensus was reached to modify time taken to not less than ½ day increments. A paragraph dedicated to this issue will be added to the *Employee Handbook* accordingly.

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Bob Valentine reported on the bid prices he has received for the construction of the dividing wall for the upstairs lunchroom and additional office space.

- Spring Valley Building Co. \$1,365
- Bill Skoczylas Building, LLC \$3,692
- Charter Remodeling \$2,925

Board consensus approval was given to Bob Valentine to issue a purchase order to Spring Valley Building Co.

IN A MOTION made by Robert P. Valentine, seconded by Steven M. Romano, it was VOTED to appoint Tina Torizzo to the Northwest CT Visitors Bureau for a three year term expiring 11/30/2018. Motion unanimous.

Bob Valentine reported that he is still awaiting information from Attorney Chip Roraback regarding the easement on Lake Shore Drive with Marie Zampini.

NEW BUSINESS:

A brief discussion took place on State of Connecticut Department of Emergency Management and Homeland Security wherein it was agreed that the current Emergency Management plans for Goshen are in compliance with the requirements and mandates.

Bob Valentine read aloud the annual *Resolution* in conjunction with the department of Emergency Management:

**AUTHORIZING RESOLUTION OF THE BOARD OF SELECTMEN
TOWN OF GOSHEN**

RESOLVED, that the Board of Selectmen may enter into with and deliver to the State of Connecticut Department of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that Robert P. Valentine, as First Selectman, of the Town of Goshen, is authorized and directed to execute and deliver any and all documents on behalf of the Town of Goshen and to do and perform all acts and things which he deems necessary or appropriate to carry out the terms of such documents, including but not limited to, executing and delivering all agreements and documents contemplated by such documents.

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IN A MOTION made by Steven M. Romano, seconded by Dexter S. Kinsella, it was VOTED to adopt the *Resolution of the Town of Goshen regarding the State of Connecticut Department of Emergency Management and Homeland Security*. Voted unanimous.

IN A MOTION made by Steven M. Romano, seconded by Dexter S. Kinsella, it was VOTED to add Administrative Assistant under Any Other Business on the (11/17/15) agenda. Voted unanimous.

IN A MOTION made by Steven M. Romano, seconded by Dexter S. Kinsella, it was VOTED to add item 9b – Customer Contractor Sand Sales. Voted unanimous.

A letter was received from Public Works Supervisor, Garret Harlow, requesting to discontinue its customer contractor sand sales effective January 1, 2016, which will allow sufficient time for these customers to find the means of purchasing sand. In the past, these sales interfere with the day to day operations in winter to clear and treat the roads in the time necessary.

IN A MOTION made by Dexter S. Kinsella, seconded by Steven M. Romano, it was VOTED to approve the recommendation regarding contractor sand sales from Public Works Supervisor, Garret Harlow, in a letter dated November 16, 2015. Voted unanimous.

ANY OTHER BUSINESS:

Bob Valentine reported that seven (7) applications were received for the Administrative Assistant position in the Fiscal Office. Four (4) applicants were interviewed. Mrs. Virginia Perry was found to have the specific qualifications and experience relevant to this position.

IN A MOTION made by Steven M. Romano, seconded by Dexter S. Kinsella, it was VOTED to approve the hiring of Ms. Perry as of 11/30/15. Voted unanimous.

IN A MOTION made by Dexter S. Kinsella, seconded by Steven M. Romano, it was VOTED to adjourn the meeting at 6:00 p.m. Voted unanimously.

Respectfully submitted,

Lucille A. Paige, First Selectman's Aide